

ONTARIO DEPARTMENT OF EDUCATION

Memorandum
SCHOOL YEAR AND HOLIDAYS
1968-69

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PROVISIONS OF THE SCHOOLS ADMINISTRATION ACT
SCHOOL TERMS

The school year consists of three terms.

The first or fall term commences on the day following Labour Day and ends on the 22nd day of December, but, when the 22nd day of December is a Monday, the first term ends on the preceding Friday.

The second or winter term commences on the 3rd day of January and ends on the Friday preceding the 21st day of March, but, when the 3rd day of January is a Friday, the second term commences on the following Monday.

The third or spring term commences on the second Monday following the end of the second term and ends on the 30th day of June, but, when the 30th day of June is a Monday or Tuesday, the third term ends on the preceding Friday.

FIRST OR FALL TERM begins September 3, 1968, and ends December 20, 1968.

SECOND OR WINTER TERM begins January 6, 1969, and ends March 14, 1969.

THIRD OR SPRING TERM begins March 24, 1969, and ends June 27, 1969.

HOLIDAYS

The following are the school holidays during the school year 1968-69:

- (1) Every Saturday and Sunday.
- (2) Thanksgiving Day—October 14.
- (3) Remembrance Day—November 11.
- (4) Christmas Holidays—December 21—January 5 inclusive.
- (5) Winter Holidays—March 15—March 23 inclusive.
- (6) Good Friday—April 4.
- (7) Easter Monday—April 7.
- (8) Victoria Day and celebration of the Queen's Birthday—May 19.

NUMBER OF SCHOOL DAYS

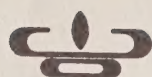
<u>FALL TERM</u>		<u>WINTER TERM</u>		<u>SPRING TERM</u>	
September, 1968	20	January, 1969	20	March, 1969	6
October, 1968	22	February, 1969	20	April, 1969	20
November, 1968	20	March, 1969	10	May, 1969	21
December, 1968	15			June, 1969	20
	<u>77</u>		<u>50</u>		<u>67</u>

Number of school days for the school year 1968-69 194

Number of school days for the calendar year 1968 197

Toronto, May 1968

J. R. McCARTHY
Deputy Minister of Education



NOTICE TO PRINCIPALS

Number of Legal School Days

The number of legal school days as given in this memorandum shall be reduced only when (a) the school or classroom is closed under provisions of The Public Health Act, (b) the school is closed on a day legally-proclaimed a municipal holiday, and (c) the school is closed for a half-day or day, because the teacher is attending a teachers' meeting or conference approved by the superintendent.

It is the duty of a pupil to attend classes punctually and regularly. When a pupil returns to school after an absence, his parent shall, orally or in writing as the principal requires, give reason for the absence.

Absence of Pupils

In all cases of pupil absences from school the teacher shall write opposite the name of each pupil in the daily register the letter "A" for the day or half day, except in the following cases for which the letter "G" is to be used:

- for pupils who were absent from school on days regarded as holy days by the church or religious denomination to which they belong, and,
- for pupils who were absent from school because of a failure of transportation arrangements caused by inclement weather, or the closing of one or more classrooms caused by inclement weather, fire, flood, breakdown of the school heating plant, or a similar emergency, which in the opinion of the Minister was unavoidable. (Approval to use the letter "G" must be obtained from the local superintendent), and,
- for pupils who were absent from school when their regular classroom work was discontinued because of the holding of examinations which they were not required to write or who, under the terms of an arrangement approved by the Minister, were absent from a secondary school because of their early enrolment at a university or polytechnical institute in Ontario.

Note:

- (1) "Perfect aggregate attendance" of pupils for a calendar year is calculated by multiplying the number of legal school days in the calendar year by the number of pupils registered at the school during the calendar year and deducting therefrom the number of pupil-days' non-attendance caused by,
 - (i) deaths,
 - (ii) late registrations owing to transfer or age of pupils,
 - (iii) termination of registrations owing to transfer or age of pupils,
 - (iv) expulsion and exclusions.
- (2) "Average daily enrolment" means the quotient obtained by dividing the perfect aggregate attendance of all pupils in the calendar year by the number of legal school days in that year.
- (3) Attendance efficiency, expressed as a percentage, is 100 times the quotient obtained by dividing the number of days present by the sum of the number of days present and the number of days absent.
- (4) The following definitions apply to school enrolment:
 - (a) Admission refers to a pupil whose name is entered for the first time on the roll of a school or whose name is re-entered on the roll after having been removed from the roll by reason of transfer or retirement.
 - (b) Transfer refers to a pupil who withdraws from public, separate, or secondary school in Ontario and is later enrolled in one of the following types of Ontario Schools—public, separate or secondary.
 - (c) Retirement refers to a pupil who withdraws or is withdrawn from a public, separate or secondary school in Ontario and is not enrolled in any one of the following types of Ontario schools—public, separate or secondary.
- (5) When a class is absent from its classroom or school on an educational tour under the authority of the school and direction of the teacher, the pupils are to be considered present at school.